Enterprise Architecture
Governance Process (Attachment B)

The Enterprise Architecture Standards Wiki within the California IT Wiki is used to inform state agencies[1] and other interested parties of the status of EA Standards and Practices at each step of the review, vetting, and approval process. Organizations interested in the disposition of EA Standards and Practices being reviewed and vetted should register with the EA Forum and subscribe to the EA Standards RSS feed in order to receive notification updates.

The EA Standards and Practices Wiki, which includes EA Forum registration and RSS subscription information, provides detailed information for all EA documents.

The following provides an overview of each step in the EA Governance Process:

1. Submit Proposal. A state agency can submit a proposal through the OCIO EA Governance Process.

    a. Review and Route Proposal: The OCIO EA group publishes templates and examples for each type of proposal. The proposal types align with NASCIO artifact types (e.g. Compliance Components). The author submits the proposal to the OCIO EA group.

    The EA group posts the proposal to the EA Standards Wiki as status "**Proposed**," and a notification is sent to RSS subscribers.

2. Enterprise Architecture Committee (EAC) Review. The EAC and Agency Architects review the proposal based on the proposal's alignment with the strategic vision, impact analysis, identification of key stakeholders, consistency with existing policies and standards or practices.

    When the EAC begins their review, the EA Standards Wiki status is changed to "**EAC Review**," and a notification of the status change is sent to RSS subscribers.

3. Perform Research & Impact Analysis. The EAC requests feedback, including impact analysis, on the EA proposal from the agency stakeholders. In addition, questions and comments may be submitted using the EA Forum which is accessible though the EA Standards Wiki.

4. EAC Disposition. If no additional information is needed to make a decision, the EAC dispositions (approves, approves with changes, rejects) the proposal.
    - **EAC Approved Proposals –** The EA Standards Wiki status is changed to "**EAC Approved**" and a notification of the status change is sent to RSS subscribers.

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[1] When capitalized, the term "Agency" refers to one of the state's super Agencies such as the State and Consumer Services Agency or the Health and Human Services Agency. When used in lower case, the term "agency" refers to any office department, board, bureau, commission or other organizational entity within state government. Within this ITPL, "agency" and "department" may be used interchangeably.

- **EAC Approved Proposals with Changes –** The proposal with the EAC-approved changes is posted to the EA Standards Wiki, the status is changed to "**EAC Approved**," and a notification of the status change is sent to RSS subscribers.

- **Rejected Proposals –** The proposal is removed from the EA Standards Wiki and a notification is sent to RSS subscribers.

5. OCIO Vetting. The OCIO requests feedback on the EA proposal from the state's IT leadership, including Agency and Department Chief Information Officers and Information Security Officers.

   When the vetting process begins, the EA Standards Wiki status is changed to "**OCIO Vetting**" and a notification of the status change is sent to RSS subscribers. In addition, questions and comments may be submitted using the EA Forum which is accessible though the EA Standards Wiki.

6. OCIO Disposition, Notification, and Policy Development.
   a. **Disposition Proposal**. If no additional information is needed to make a decision, the OCIO dispositions (approves, approves with changes, rejects) the proposal.
      i. **Approved Proposals –** The EA Standards Wiki status is changed to "**Published**," and a notification of the status change is sent to RSS subscribers. Approved Standards are noted as "Published" in the Statewide Information Management Manual (SIMM) Section 58D. Approved Practices are noted as "Published" in the SIMM Section 158,
      ii. **Proposals Approved with Changes –** The proposal with the approved changes is posted to the EA Standards Wiki, the status is changed to "**Published**," and a notification of the status change is sent to RSS subscribers. Standards with approved changes are noted as "Published" in the SIMM Section 58D. Practices with approved changes are noted as "Published" in the SIMM Section 158.
      iii. **Rejected Proposals –** The proposal is removed from the EA Standards Wiki and a notification is sent to RSS subscribers.
   b. **Notify IT Council**. A notification is also sent to the IT Council.
   c. **Notify Proposal Stakeholders/Agency**. The state agency that submitted the proposal is also notified of the disposition of the proposal.
   d. **Create Policy**: If the OCIO decides a policy needs to be created or modified to support the proposal, a request will be made to the OCIO/Policy function to create or revise a policy.

The proposal submitted to the OCIO governance organization is based on the enterprise architecture artifact type. See *OCIO EA Artifact Type* compliance component which identifies the supported enterprise architecture artifact types and the associated template. See SIMM Section 58A, Enterprise Architecture Developer's Guide.

When an OCIO governance organization dispositions a proposal the classification of the artifact describes the role and use of the artifact within the State of California.

- **Reference Model Classification** identifies how assets are classified using the FEA reference models. The reference model classification identifies the function (e.g. database, middleware) within the enterprise architecture. See *OCIO EA Reference Model Classification* compliance component.

- **Lifecycle Classification** describes the classification established by the governance organization that leverages the NASCIO classifications. See *OCIO EA Lifecycle Classification* compliance component.

Architecture Proposal Submission Process

OCIO	(5) Review Proposal, Vetting & Recommendation	(6d) Create/ Update Policy (if required)	(6a) Disposition Proposal	(6b) Notify IT Council
EA Committee & Agency Architects	(2) Review Proposal	(4) Agree On Recommendation & Disposition		
OCIO/EA	(1a) Review & Route Proposal	(3) Perform Research & Impact Analysis	(6.a,i, ii, or iii) Track Governance Decision	(6c) Notify Proposal Stakeholders — **Publish Approved Documents**
Agency/ Department	(1) Submit Proposal			